



System Training and Response (STaR) Team – SAIS Workshop

SAIS Requirements Related to English Language Learner Programs

Repeat presentation

The content of this workshop is identical to that which was presented during the ELL portions of the STaR Team workshop entitled “SAIS Requirements Related to Special Education and English Language Learner Programs” held throughout the state in October, early November and at the English Language Learner Conference in December 2007. This presentation is being repeated for the benefit of Local Educational Agency (LEA) personnel who submit and/or verify SAIS data for ELL students and who were unable to attend a previous session.

Workshop description

This presentation is intended to provide a comprehensive overview of the procedures necessary to report information to SAIS for students who participate in English Language Learner programs. The presentation will likely be of greatest benefit to personnel from LEAs who are new to the processes related to managing SAIS data for students who participate in ELL programs. Though welcome to attend, those with previous experience in these areas may only be interested in changes put in place for the current year and may find the presentation to be of lesser value.

Detailed information regarding changes to SAIS requirements for Fiscal Year 2008 is available as part of the SAIS Information Series at <http://www.ade.az.gov/schoolfinance/star/>

Target audience

New users who have responsibilities related to collecting, submitting and verifying SAIS data applicable to students who participate in ELL programs. (Should be considered optional for experienced users)

Topics

- Details (including related business rules) regarding the SAIS transactions applicable to students who participate in ELL programs (ELL Program Participation, Student Assessment)
- Brief overview of the SAIS submission process
- Step-by-step instructions on the process of accessing and using the ADE generated Student Detail reports to verify the data relating to ELL programs that reside in SAIS
- Understanding ADE timelines related to calculating funding for ELL program participants

Information for workshop participants

- Pre-registration through use of the ADE “Calendar of Events” located at <http://www.ade.az.gov/online/registration/calendar/RenderCalendar.asp> is required.
- Workshop dates and locations are found on page 2.
- Sessions will begin promptly at 9:00 a.m. Participants are asked to allow adequate time for travel, parking and locating the classroom.
- Parking passes will be sent by email to those attending sessions at the ADE Student Services Building.
- The STaR Team has developed a set of materials to support this presentation and will make them available for use by participants during the workshop. Participants will also receive instructions on where to download appropriate materials for reference after the workshop.

SAIS Requirements for ELL

9:00 a.m. – 11:30 a.m.

Northern Region Workshop Locations

Tuesday, February 26, 2008	Flagstaff USD Boardroom, 3285 E. Sparrow Ave., Flagstaff, AZ
Tuesday, March 4, 2008	Chinle District Lab, Mesa View Elementary, Room C210, State Hwy 191, Chinle AZ

Central Region Workshop Location

Friday, February 8, 2008	ADE Student Services Building, Rooms 100/101, 2005 N. Central Ave., Phoenix, AZ
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Southern Region Workshop Locations

Thursday, February 14, 2008	Sunnyside USD Boardroom, 2238 E. Ginter Road, Tucson, AZ
Monday, February 25, 2008	Yuma Educational Technology Consortium Computer Lab, 596 S. 4th Ave., Yuma, AZ

For driving/parking directions, please click on:

Get Directions to STaR Team Workshop Locations at <http://www.ade.az.gov/schoolfinance/star>